

Starter-Diagnostic Plan Details

This document describes the component attributes of the **Starter-Diagnostic Pricing Plan**. It lists all services included in the plan. Note that each client “build” is unique and will contain variations of these goals and attributes. Your consultant will work with you to clearly define any deliverables, documentation, and other scaffolding materials that will be included in your specific contracted plan. Note that additional deliverables, software installations that go beyond the scope of this initial plan will be included in the SOW and contract as additional with respect to time and billables.

Included In This Plan:

1. **LMS & Course Production Audit:** We'll review how courses are planned, built, and published in one focus area, then evaluate how they flow into your LMS across the broader organization. This includes a high-level assessment of LMS configuration, AI readiness, and how well the platform supports efficient, scalable course production.
2. **Light Metrics Review:** We'll collect baseline information on your current environment, including core usage patterns, system configuration, and key activity levels across your course production tools and LMS. These light-touch metrics help clarify where processes are working well and where bottlenecks or risks are likely to appear as you scale or adopt AI.
3. **Short Written Findings & Recommendations Report:** You'll receive a concise, executive-ready brief that synthesizes audit observations into clear themes and insights. The report will outline prioritized recommendations for improving course production, strengthening AI readiness, and supporting better learner outcomes.

4. **60–90 Min Live Debrief With Stakeholders:** We'll walk stakeholders through the findings and recommendations, highlighting implications for their teams and answering questions in real time. The session is designed to align decision-makers on next steps, clarify trade-offs, and surface any additional risks or opportunities.
5. **Software Proposal:** The written brief will also include advisory-level recommendations on potential software options and workflow updates aligned to your goals and constraints. These recommendations are intended to inform your roadmap and future vendor or implementation decisions, without locking you into a specific solution path.

DISCLAIMER

The information contained in this document is provided for general informational and marketing purposes only and does not constitute a binding offer, commitment, or guarantee of services. The descriptions of services, deliverables, activities, and outcomes outlined herein are illustrative examples of typical engagements and are subject to modification based on the specific needs, constraints, and objectives of each client.

All actual services, scope of work, deliverables, timelines, and fees will be formally defined and documented in a customized Statement of Work (SOW) and executed contract prepared specifically for your engagement. Pricing is not included in this document and will be provided separately based on the final agreed-upon scope. Project timelines may vary depending on organizational complexity, resource availability, and other factors unique to each engagement.

This document does not create any contractual obligations, and no services will be performed until a formal agreement has been signed by both parties. For questions about how these services can be tailored to your organization's specific requirements, or to discuss a customized engagement, please contact us at (804) 316-0794 or via our website.
